**WEBER FIRE DISTRICT**

**2023 W. 1300 N.**

**Farr West, UT 84404**

**BOARD MEETING MINUTES**

**July 8, 2014**

Members present: Blaine Holmes Kerry Gibson

Scott VanLeeuwen Kevin Ward

Val Heiner Paul Dinsdale

Excused member(s): Mike Hancock, Jim Truett, Brad Ostler

Others present: David Austin, Fire Chief

Paul Sullivan, Deputy Chief

Brandon Thueson, Fire Marshal

Amy Hugie, Attorney

Cyndi Becraft, Administrative Assistant

Shannon Sousa, Administrative Clerk

**1. Board Chair Blaine Holmes called the meeting to order at 5:30.**

**2. Pledge of Allegiance** led by Scott VanLeeuwen.

**3. Opening Ceremony** offered by Kerry Gibson.

**4. Public Comments – None.**

**5. Approval of Board Meeting Minutes for June 10, 2014.**

MOTION made by Kevin Ward to approve the minutes of the June 10, 2014 meeting as corrected. Motion SECONDED by Paul Dinsdale. Board members Holmes, Van Leeuwen, Heiner, and Gibson voted aye. Motion approved.

**6. Treasurer’s Report and Approval of Expenditures.**

* Blaine Holmes pointed out the new format of the report due to the new accounting software, and asked where he would find the checks. Cyndi answered there is a check with every bill for the same amount.
* Blaine asked about the bill from AES for pump piece 9601, to which Chief Austin responded the pump transmission on a reserve truck was having problems going into gear.
* Kevin asked about the Smith Power Products balance; Cyndi explained the balance describes a cumulative total, adding what the district has paid to date.
* Blaine asked if there was a column that gives account balances, to which Cyndi replied not on the current report because the account balances are not currently accurate, but it can be done once everything is transferred from CYMA into Quickbooks. Blaine asked when that would be; Cyndi estimated two months.

MOTION was made by Scott Van Leeuwen to approve the payables as presented. Kerry Gibson SECONDED the motion. Board members Holmes, Heiner, Ward, and Dinsdale voted aye. Motion approved.

**7. Approval of Resolution 6-2014 to approve Agreement for Validation and Collection of Weber Fire District Impact Fees, Plan Review, and Inspection Fees, by Weber County**

Blaine explained this resolution aims to have impact fees paid by the public at the same time and location as plans are being submitted through the county office. Fire Marshal Brandon Thueson confirmed that most plans are submitted online through the MIRADI system and this change will eliminate the need to run all around for multiple signatures and transactions. Scott asked if impact fees are collected by the cities, to which Chief Austin responded that Farr West and the County are the only ones that collect for the district now. The Chief expressed his appreciation for the Commission and Sean Wilkinson for their efforts at moving this agenda item forward.

Scott Van Leeuwen MOTIONED to approve the resolution. Paul Dinsdale SECONDED. Board members Holmes, Ward, Heiner, and Gibson voted aye. Motion approved.

**8. Schedule date and time for a District Truth and Taxation Hearing in consideration of District Tax Increase for the Budget Year ending December 31, 2014**

Chief Austin informed the board of details involved in the tax increase, described the various schedule restrictions resulting in the proposed date for the hearing August 12, 2014, and requested the board officially accept the date. Comments were made regarding the increased number of people likely to attend due to the misunderstanding that it is an additional tax increase, believing that the district increased taxes last December. This is because it requires two public hearings for the same tax increase.

MOTION made by Kevin Ward to set hearing at Aug 12, 2014 at 6:00 pm. Scott Van Leeuwen SECONDED. Board members Holmes, Dinsdale, Heiner, and Gibson voted aye. Motion approved.

**9. Presentation and Approval of District Employee Payroll Changes**

Cyndi explained to the board that the district’s current firefighter payroll schedule is lacking consistency because overtime is not being paid in the pay period that employees earn it. Frequent accounting miscalculations have occurred, creating an administrative mess. Cyndi proposed using 12-day pay periods instead, paying out overtime with each check, for increased efficiency and more reliable paycheck amounts. Overall the different schedule still falls within FLSA and will result in the same yearly totals. Another benefit discussed was that employees will be more willing to take overtime shifts after already having taken a sick day off within 24 days, knowing they will still receive their overtime pay rather than straight-time. Cyndi stated that most of the district’s captains were receptive and excited upon initial proposition of the change. Kevin asked for, and received, clarification that the work cycle is not being changed, just the pay periods. Paul Dinsdale expressed concern over the possible result of paying employees overtime that wasn’t earned if they had already called in sick. Blaine clarified that the intent is to make payroll accounting more manageable, and confirmed that the district won’t be paying employees for work not being done – the guaranteed overtime is prescribed by FLSA law. Other comments were made by multiple board members about the industry’s unique payroll system in general.

Scott Van Leeuwen MOTIONED to approve the change of district employee payroll. Kerry Gibson SECONDED. Board members Holmes, Dinsdale, Heiner, and Ward voted aye. Motion approved.

**10. Discussion on location and date of the annual district picnic and other details as necessary**

Many comments and suggestions were made on the decision. The board agreed the best location for the picnic is Farr West Mountain View Park, and the time and date will be 6:00 pm on August 15th. Paul Dinsdale stated he would call the next day to reserve the park.

**11. Update and action as necessary on District Paramedic Service Proposals**

Chief Austin updated the board that there has not been another meeting yet. Blaine stated his desire for him and Kevin to attend, along with Deputy Chief Paul Sullivan to help with technical discussion support. Chief expressed concern that the opposing side will delay the meeting while discussion happens on the subject against the district’s favor, and by the time the meeting happens, they will have already made up their minds. Blaine agreed, saying he would like an open discussion with each side given the opportunity to discuss all factors. Deputy Chief Sullivan informed the board of his extensive research on the subject, including the EMS system’s need for an objective, unbiased evaluation done from the outside. He shared his belief on the unfairness of the political situation that determines what services districts can offer. Comments were made on the ability of county treasurers to participate in decisions about the services for which they will write checks, while taxpayers do not have a voice. Paul referenced articles from his research about the ideal EMS program, concluding that Weber Fire District’s is lacking and the paramedic meetings need to help improve it. Blaine wrapped up the discussion by saying there is a lot to do and the board needs to be willing to maintain a firm position and defend the public.

**12. Chief’s Report**

At this time, board member Kerry Gibson asked to be excused from the meeting early.

Chief Austin communicated that the district’s audit is running late and should be completed the same night of the hearing, August 12, 2014. Blaine explained that the depth of the audit is partly because they’re taking extra precautions to ensure the district is starting with a clean slate in the midst of all the administrative changes.

Chief Austin informed the board of a letter received from the law firm Runft & Steele regarding the history of fires at the Weber Wildlife Federation, where multiple wildland fires have started and spread to an adjacent property belonging to the client. Allegedly, safety measures had been requested from the district and the WWF that had not taken place. Kevin Ward and Amy Hugie explained that if the district has taken every effort to mitigate, we cannot be held liable for accidental fires started on the WWF. Brandon confirmed the district has in fact taken all the precautions requested in the letter, contrary to the allegation. Comments were made regarding information requests the district is receiving from parties involved - it was agreed upon that if GRAMA requests are filled out, the district can provide them with the information and history available.

Chief Austin also brought attention to firefighter Colin Ward’s achievement of being selected to undergo further testing to become a SWAT medic through the process of “Hell Week.” Congratulations were offered to Colin, who was present at the meeting, and the other candidates Orie Valenzuela and Shaun Palm. Chief also mentioned other comments from Sheriff’s Officers about being impressed with Captain Casey Naef’s SWAT team leadership skills and the district’s SWAT medics’ performance in general.

**13. Board Presentations**

* Scott thanked the district for coming to the 4th of July parade in Marriott-Slaterville, and encouraged Cyndi and Shannon with positive comments on their administrative work so far.
* Paul Dinsdale also thanked the district for their Farr West parade presence.
* Chief Austin asked about catering for the picnic. It was agreed upon that the district will use last year’s caterer, the business owned by firefighter Bill Spencer’s wife.
* Blaine thanked the district for participating in West Haven Days and encouraged the board in the efforts coming up.
* Chief also mentioned that the district will be doing the fireworks standby for the Pops Lindquist Fireworks Show at Weber State on July 13th.
* Blaine commended the district on not having any brush fires on the 4th of July.

**14. Adjournment**

MOTION made by Paul Dinsdale to adjourn the meeting, SECONDED by Scott Van Leeuwen. MOTION carried: 6:46 pm.

**Next regular meeting – August 12, 2014 at 5:30pm**

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**Blaine Holmes**

**Chairman Treasurer**